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AGENDA

FOR THE

CIA CAREER SERVICE BOARD

29th Meeting, Thursday, 29 April, at 4:00 P. M.  
DCI Conference Room, Administration Building

1. Minutes of the 28th meeting; (attached) for approval.
2. Staff Study, "Career Development of Junior Personnel", dated 16 April 1954; (distributed previously) for continued discussion and approval.
3. Selection of candidate to attend the Advanced Management Program, Graduate School of Business Administration, Harvard University.
4. Selection of candidates to attend the Army, Navy and Air Service Schools.
5. New business.

DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS   
 DECLASSIFIED  
CLASS, CHANGED TO: TS S C 2011  
NEXT REVIEW DATE: \_\_\_\_\_  
AUTH: HR 70-2  
DATE 1 JUN 1981 REVIEWER: 029725

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## MINUTES

OF THE

CIA CAREER SERVICE BOARD

28th Meeting, Thursday, 22 April, at 4:00 P. M.  
DCI Conference Room, Administration Building

Present: Messrs. Lyman B. Kirkpatrick, Inspector General, Chairman  
25X1A Matthew Baird, Director of Training, Member  
[REDACTED] Member  
25X1A Lawrence R. Houston, General Counsel, Alternate for the  
ADD/A, Member  
25X1A [REDACTED] DAD/O, Member  
25X1A [REDACTED] AD/Communications, Member  
25X1A Harrison G. Reynolds, AD for Personnel, Member  
[REDACTED] Chief, Administrative Staff, DD/P,  
25X1A Alternate for DD/P, Member  
[REDACTED] SA/DD/I, Alternate for DD/I, Member  
George E. Melcon, DAD for Personnel, Guest  
[REDACTED] Executive Secretary  
[REDACTED]ariat  
[REDACTED] Reporter

1. The Board approved the minutes of the 27th meeting, held 15 April 1954, without change.

2. The Board continued the consideration of promotion policy which had been initiated at the previous meeting, and considered the redraft of the proposed regulation that had been prepared by a committee of the Board on 20 April 1954. The Board discussed this draft in detail and the suggested amendments proposed by [REDACTED] and approved in final form a regulation on promotion that took into consideration the various proposals submitted, (attached hereto). It was agreed that the DD/A would be requested to effect immediate publication without further Agency coordination. It was further agreed that this policy would be effective on a trial basis during which time the Office of Personnel would, upon receiving a recommendation for promotion, review the cases of other Agency employees of that or the next higher grade to see whether any of them were equally or more fully qualified for the promotion. Mr. Reynolds stated that he would try this program but if he felt it was not working, he would recommend the necessary modifications.

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3. The Board then turned to the Staff Study, "Career Development of Junior Personnel", dated 16 April 1954, from the Task Force on Career Development of Junior Personnel. Due to the inadequate time available the discussion was confined chiefly to the proposed method for slotting such personnel; the discussion is to be continued at the next meeting.

4. The meeting adjourned at 5:07 P.M.



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Executive Secretary

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**OFFICIAL ROUTING SLIP**

TO		INITIALS	DATE
1	C/Plans	MRB	May 31
2	Rae		
3			
4			
5			
FROM		INITIALS	DATE
1	DC/PRDS		
2			
3			

APPROVAL       INFORMATION       SIGNATURE

ACTION       DIRECT REPLY       RETURN

<input type="checkbox"/>	<b>COMMENT</b>	<input type="checkbox"/>	<b>PREPARATION OF REPLY</b>
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**CONCURRENCE**

**DISPATCH**

42 HISTORY

Remarks: It is our understanding the <sup>same</sup> <sup>(S 3)</sup>

Promotion policy is now approved as attached. As soon as it's published, it will be necessary to revise the current OPM which includes two-in-grade limits. Please follow.

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CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO		INITIALS	DATE
1	DC/PRDS	JK	6 May
2	C/PRDS	JKD	6 May
3			
4			
5			
FROM		INITIALS	DATE
1	A-C/Plans Branch	BAB	4 May 84
2			
3			

APPROVAL  INFORMATION  SIGNATURE  
 ACTION  DIRECT REPLY  RETURN  
 COMMENT  PREPARATION OF REPLY  DISPATCH  
 CONCURRENCE  RECOMMENDATION  FILE

Remarks:

Receiving of OPM 4-54 proposed  
per JCC's note.

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